



City of Virginia Beach
Human Services

VIRGINIA BEACH COMMUNITY SERVICES BOARD

Department of Human Services

Thursday, October 31, 2019

8:30 a.m. – 10:30 a.m.

Minutes

INFORMAL SESSION

Board Members Present	Board Members Absent	Staff Present
Carrollyn Cox	Pat Alspaugh (E)	Aileen L. Smith
Joyce Harvey	Carla Hesseltine (E)	Angie Hicks
Molly Trask	Todd Walker	Tim Capoldo
Phillip Black		Dawn Rykheart
Diane Jones		Maria Kurtz
Yvonne Lewis		Stephanie Harrell
Alan Marsden		Nicky Morley
Cameron Randle	Council Liaison	
Gayle Colson		
	Guests	

INFORMAL SESSION

Call to Order

Dr. Joyce Harvey, Chair

The meeting was called to order at 8:01 am

Public Comment: Martha McClees

Ms. McClees addressed the Board asking for members to take the 2020 Virginia Beach Comprehensive Plan survey. The plan is the city’s living document which assists in guiding growth and change plans for the city.

Board Education: BH and DS Intake Process from a Client Perspective / Angela Hicks and Tim Capoldo

Ms. Hicks began the presentation with an overview of services to include the Same Day Access to Care intake process which was started by Stephanie Harrell in 2017 prior to being a mandated service. Our Adult Outpatient Clinic started SDA without additional resources.

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An overview was provided of what occurs from the first phone call or walk in. The Intake process includes, setting up the file, a health assessment and drafting the plan. Of note, if the individual doesn't have any legal paperwork (ID, insurance etc.) services are still put in place and assistance in obtaining documents and insurance is provided. Assistance is provided by staff and a peer support specialist. Ms. Stephanie Harrell completed the presentation.

"Just in Time" prescribing was also discussed. This includes outreach to the individual to encourage them to keep their medication appointments. A comment from the floor was an idea to have informational cards that can be left with churches or handed out during the homeless count.

Jim Thornton then reviewed SDA for children and adolescents. Services in Child and Youth after intake include Outpatient, Crisis and Case Management.

Tim Capoldo opened the DS ID services presentation. Services cannot be provided unless the individual has been diagnosed by a licensed clinical psychologist. Of note, the Intellectual Disability (ID) diagnoses must be made before the age of 18, the Developmental Delay (DD) diagnoses must be done before the age of 22.

Ms. Nicky Morley and Ms. Marty Schwenk described the process from referral of the individual to assignment of case management, and other services. Case management also receives individuals as transfers from other cities and states.

Adjournment

The meeting was adjourned at 10:01 am

FORMAL SESSION

Call to Order

The meeting was called or order at 10:02 am

Dr. Joyce Harvey, Chair

Approval of the Board Minutes

Ms. Carrollyn Cox moved to accept the minutes as presented. Ms. Diane Jones Seconded. The minutes were approved as presented with one amendment, Ms. Lewis was marked as absent in September. This will be corrected to the posted minutes.

Committee Reports:

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Executive Committee: October 2019

Dr. Joyce Harvey

Dr. Harvey reviewed the minutes.

She noted that she reviewed 15 applications to the Board. She contacted two that met the requirements. Both candidates are still interested and appear highly qualified. They will both be recommended to be appointed to the board. Diane suggested that the board discuss increasing the membership back up to 16 to enhance the ability of the board to advocate with greater effectiveness.

Developmental Services: October 2019

Mr. Phil Black

Mr. Black reviewed the DS minutes. Their scheduled presenter could not attend. Mr. Capoldo provided a summary of the subject, REACH.

Behavioral Health Substance Abuse: October 2019

Ms. Kay Ashby

Ms. Ashby reviewed the minutes and provided a brief description of their presentation.

Financial Report Year to Date:

Ms. Maria Kurtz

Ms. Kurtz presented the financials as of September 30, 2019. This is the quarter mark of the fiscal year. Ms. Kurtz expanded on the miscellaneous line item and supplies line item.

Old Business

- **None**

New Business

- **None**

Matters of the Chair

Dr. Joyce Harvey

- November Education / Emergency Services and Mobile Crisis Response Team

Staff Updates: Director and Division Director's

- Closure to the public of 3432 for the staff recognition event – Dr. Harvey shared the method and reason for closing the building on November 5, 2019
- FRC/FAC Recognition Event – Jim Thornton provided an overview of the event. Pins were presented to the staff who worked the Family Reunification and Family Assistance Center
- Jim Thornton reviewed the state Dashboard from July and he reviewed the CSB brochure that was provided to the Board
- Dr. Harvey shared that the BH assessment was done in early October and that the review went well
- Dr. Harvey reviewed the CARF assessment, which took place this week Monday – Wednesday. The CARF exit interview occurred yesterday and the report was excellent. CARF reviews 935 standards and for Virginia Beach this was times 3 as our last license was for 3 years. There were only approximately 20 recommendations. Staff are to be congratulated for their hard work. Ms. Cox thanked the staff for keeping the Board informed which enabled them to present well to the reviewers.
- Update on the Jail Initiative: Not provided
- SkillQuest Art Show – Mr. Capoldo provided Art Show flyers. The auction will be Tuesday the

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12th. The art is currently on display.

Other Business

- **None**

Dr. Harvey reminded attendees that the November meeting is on the 21st due to the holiday. This meeting will be the last for Kay Ashby and Diane Jones.

Ms. Ashby noted that the NAMI meeting is the same day as the Art Show. Their presentation starts at 6:30 at Thalia United Methodist. Flyers will be sent via email

Adjournment

The meeting was adjourned by the chair at 10:45